

Lowell Public Schools



REPORT ON STATUS OF OUTSTANDING MOTIONS

Report on Motions: November 15th, 2023

On-going Reports:

Lowell High School Advisory: October 18th, December 21th, March 15th, May 17th
Report on Motions: Quarterly
Recognize Retirees: Every June
Discrimination & Racism Report: Monthly
Status of LHS Construction: Monthly
Overtime Payments: Monthly
Quarterly Enrollment Figures: October, January, April and July
Report on Diversity Hiring Gains: Twice per year, first meeting of March and November: 1.) The total of teachers per race/ethnicity- by school. 2.) The total of paraprofessionals per race/ethnicity. 3.) A chart/configuration of percentage change.

• Office of Finance & Operations - Chief Financial Officer // No outstanding motions

Date of Motion	Motioned By	Motion	Assigned to	Response or Expected Completion	Completed (Y/N)
9/20/2023	Dominik Lay	HR Investigation Request an update on HR investigation; including what stage the investigation is on currently, how much it costs thus far, and how much more are we anticipating. If we need an HR subcommittee, then I would like to request to have an HR subcommittee meeting to update us on this investigation.	Connie Martin	SC chose to have Ms. Martin contact BHPK and respond to full committee	N

Quarterly update on Status of Motions

To be presented at the meeting of Wednesday, November 15, 2023



REPORT ON STATUS OF OUTSTANDING MOTIONS

Office of the Superintendent

Date of Motion	Motioned By	Motion	Assigned to	Response or Expected Completion	Completed (Y/N)
11/01/2023	Jackie Doherty	Executive Session Request Request the School Committee meets in executive session as soon as possible to discuss the BHPK report.	Super.	Awaiting BHPK report.	N



REPORT ON STATUS OF OUTSTANDING MOTIONS

Office of Education Equity & Community Empowerment - Chief Equity & Engagement Office

Date of Motion	Motioned By	Motion	Assigned to	Response or Expected Completion	Completed (Y/N)
8/11/2021	Dominik Lay	Educational Tour to Cambodia Request the Superintendent convene an ad hoc exploratory committee of diverse internal and external stakeholders to research the feasibility of and funding for an educational tour of Cambodia for LPS teachers, administrators and support staff to experience first-hand the culture and traditions of Cambodia when Covid-19 safety protocols allow.	Latifah Phillips	RTM - Refer to 02.01.23 SC mtg. Team meeting mid-November to begin the planning process	Y
5/4/2022	Stacey Thompson	Academic Gaps & Utilization of Community Partnerships Motion to the Superintendent regarding current crisis measures employed to address the rates of academic gaps/concerns and utilization of community partnerships; identifying those which are currently being utilized and ones to be tapped into to increase community knowledge and landscape. This motion is made in an effort to take that data and numbers that have been supplied and collaborate with the community to move these numbers in the opposite direction by fostering connections.	Latifah Phillips	RTM - Refer to 02.01.23 SC mtg	Y
9/7/2022	Jackie Doherty	Enrollment Analysis Request the superintendent provide the committee with an enrollment analysis for the Oct 5. meeting that compares current enrollment data by school/grades strands with enrollment data over the last five years (2017-2022). The analysis should also include expected enrollment trends going forward based on preschool numbers and other available data that would impact future enrollment numbers.	Latifah Phillips	RTM - Refer to 10.5.22 SC mtg Sub-committee meeting to address	Y



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8/10/2022	Stacey Thompson	<p>Anti-racism Training</p> <p>Request to the Superintendent regarding prior, ongoing or the establishment of anti-racism training at the administration and principal level to continue to support the work of equity in the district. This is to be a complement to any bias, racism or discrimination work being carried out/implemented in the district. This training to then be made accessible for professionals throughout the district.</p>	Latifah Phillips	Memo submitted on 5/12/23 related to DEI training for district/school staff. Will follow up with SC member regarding addl info to be provided.	Y
9/21/2022	Jackie Doherty	<p>Family Resource Center Hours</p> <p>Request the Family Resource Center return to previous hours of operation when they were open one evening a week until 6 p.m. or recommend a new operation schedule for committee approval that enables hours beyond traditional work day/work week. Hours of operation must be accurately posted on the front door and the website, as well as include the schedule of when Bi-lingual Parent Liaisons are available to offer translation services/support to families in the respective languages.</p>	Latifah Phillips	RTM to be presented 11/15/23	Y
9/21/2022	Stacey Thompson	<p>Housing Insecurity Graduation Rate</p> <p>Motion to get information about students experiencing housing insecurity and the impact on graduation numbers over the past 3-5 years. With housing in a grave space, we need to look at the past to potentially consider additional supports to put in place.</p>	Latifah Phillips	RTM - Refer to 02/01/23 SC mtg	Y
9/21/2022	Eileen DelRossi	<p>Search Policy</p> <p>Request Superintendent to provide a report on student search policy at all grade levels.</p>	Latifah Phillips	RTM - Refer to 10.19.22 SC mtg	Y
10/5/2022	Stacey Thompson	<p>List of Cultural Field Trips</p> <p>Motion to have a list of the current cultural field trips that the district is sponsoring this year to advance exposure and education to different cultures, to include sites such as Hidden in Plain Sight exhibit currently showing at the Lowell National Historical Park Visitor Center.</p>	Latifah Phillips	RTM - Refer to 5/12/23	Y



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10/19/2022	Stacey Thompson	Equity Lens on Employment Process Motion to obtain full scope of Chief Equity Officer involvement in the employment process to ensure an equity lens is attached to the design of job descriptions and central in hiring choices/decisions, as well as the disbursement of talent district-wide.	Latifah Phillips	Presented 11/2/22. Additional info requested, was submitted by Jim Hall	Y
2/1/2023	Dominik Lay	Translation Services Request the Superintendent review the various types of translation services, including any relevant software that is used by LPS, to ensure that all school communication is accessible to all of Lowell Public Schools' diverse language populations.	Latifah Phillips	Presentation submitted on the Feb 1 SC agenda	Y
2/1/2023	Eileen DelRossi	Behavioral Consultants Request the Superintendent to research culturally diverse behavioral consultants to serve our districts' diverse cultural population.	Latifah Phillips	Requested additional info from SC member. (BCBA)	N
3/15/2023	Stacey Thompson	Fairs for Scholarships & Programs Motion to have the district host access nights and/or fairs for scholarships and other beneficial programs, to increase knowledge and awareness for students, families and the community.	Latifah Phillips	In progress	N
2/1/2023	Jackie Doherty	Update on the Parent Leadership Program Request the Superintendent provide an update on the Parent Leadership Program, including information on newly hired administrators, program rollout and process for outreach/engaging parents, as well as other staffing initiatives.	Latifah Phillips	Presentation included on SC Agenda. 2/10/23	Y
3/15/2023	Stacey Thompson	Communication on Updates, Policy Changes & General Information Motion for Superintendent to provide clear processes or mechanism of communication from administration to permanent staff members and all staff contributors, regarding updates, policy changes, and general information sharing to ensure the timely and equitable access to information throughout the district.	Latifah Phillips	RTM - Refer to 11/15/23 mtg	N
8/16/2023	Stacey Thompson	Equity Subcommittee Meeting Motion to poll members of the Equity Subcommittee and schedule a meeting for the purposes of parsing disaggregated data surrounding already specified areas: dropout rates, failure rates, attendance rates and Hispanic/Latinx support needs with specific district commitments.	Latifah Phillips	Refer to Equity Subcom. mtg 10.30.23	Y



REPORT ON STATUS OF OUTSTANDING MOTIONS

Office of Teaching & Learning - Chief of Schools

Date of Motion	Motioned By	Motion	Cabinet member	Response or Expected Completion	Completed (Y/N)
8/16/2023	Eileen DelRossi	Increase on SROs Request Superintendent to increase number for school resource officers within middle schools.	Wendy Crocker	RTM - Refer to 9.6.23 SC mtg	Y
8/16/2023	Eileen DelRossi	Protocol on Bullying Request Superintendent to report on protocol of student on student bullying reports. Amendment: Requests staff on student bullying reports as identified on the dashboard and have administrators have professional development day in order to best handle students on Academic and social individual education plans as to not overwhelm a student.	Wendy Crocker	3 RTM - Refer to 9.6.23, 9.20.23, and 11.01.23 SC mtg	Y
9/6/2023	Eileen DelRossi	Incoming Immigrants Request interim superintendent to draft a place to address concerns in regards to how Lowell Public Schools will respond to the incoming immigrants that will be staying at the Lowell Inn and Conference Center and attending Lowell Public Schools. (In terms of school registration, and vaccinations).	Wendy Crocker	RTM - Refer to 10.4.23 SC mtg	Y
9/6/2023	Dominik Lay	Elementary School Recreational Equipment Request the Superintendent ensures that all elementary schools have proper equipment for recreational use during recess.	Wendy Crocker	RTM - Refer to 9.20.23 SC mtg	Y



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Office of Teaching & Learning - Chief of Academics

Date of Motion	Motioned By	Motion	Cabinet member	Response or Expected Completion	Completed (Y/N)
2/1/2023	Stacey Thompson	Task Force Between Curriculum Developers , CEEO and Stakeholders Request that there forms a task force/working group between Curriculum Developers, Chief Equity Officer and vital stakeholders in the development if a rigorous, thoughtful financial wellness curriculum to be implemented at all levels throughout the district.	Robin Desmond & Latifah Phillips	RTM - Refer to 09.20.23	Y
5/3/2023	Eileen DelRossi	Inventory in all Reading, Writing, and Math Programs Request the Superintendent to collaborate with the Curriculum Department and Special Education Department to do an inventory of and report on all reading, writing and math programs that the district still has within the 28 schools within the district.	Robin Desmond	RTM - Refer to 11.1.23 SC mtg	Y
5/3/2023	Eileen DelRossi & Jackie Doherty	Intervention Program and Progress Request the superintendent to collaborate with the curriculum department to strategically implement a strong continuous research based reading, writing, and math intervention program that involves progress monitoring for the classes of 2031 (current 4th graders) and 2032 (current 3rd graders) that will follow all of these students until they graduate high school.	Robin Desmond	In progress	N
5/17/2023	Jackie Doherty	Curriculum Animal Cruelty Request the Superintendent provide the committee with a districtwide curriculum plan to educate elementary students regarding animal cruelty prevention. Curriculum options should include: educational programs, lesson plans through the MSPCA, subject-specific books, assumblies and/or field trips.	Robin Desmond	RTM - Refer to 10.4.23 SC mtg	Y



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5/17/2023	Stacey Thompson	Grant Discovery & Preparation Dates Motion to the administration to have scholarship/grant discovery and preparation dates established for the Fall 2023 and Spring 2024 calendar to provide knowledge for students and families, increase access to funding opportunities and ensure equity for all students in the district. This is to begin this calendar year and exist on a yearly basis.	Robin Desmond	RTM - Refer to 11.1.23 SC mtg	Y
6/21/2023	Jackie Doherty	Physical Education Curriculum Request the Superintendent provide the Committee with an update on the current K-8 physical education curriculum, including suggestions for incorporating more mental-healthsupportive activities into gym classes districtwide such as yoga, meditation and stretching.	Robin Desmond	RTM - Refer to 10.18.23 SC mtg	Y
8/16/2023	Eileen DelRossi	Health and Physical Education Curriculum Request Superintendent to post new health and physical education curriculum on all parent websites and have question and answer sessions for a variety of cases.	Robin Desmond	Tp be presented 11/15/23	
9/6/2023	Jackie Doherty	TV Studio Programming at LHS Request an update on tv studio programming at LHS that explores connecting with MCC as part of the early college/dual enrollment program.	Robin Desmond	RTM - Refer to 10.4.23 SC mtg	Y
9/20/2023	Stacey Thompson	Mental Health, Guidance, and Social Workers Motion to receive a report to obtain understanding of our current supports, training opportunities and wellness investments in our mental health, guidance and social workers, as the district has tapped so heavily into these employees due to increased need within the student population. In addition, to receive feedback from these district staff members as to the efficacy of these offerings.	Robin Desmond	To be presented 11/15/23	
10/4/2023	Eileen DelRossi & Stacey Thompson	Mental Health Motion to have presentation by the district/school's mental health department to share ways/processes for students to access appointments and supports. Collaborate with each building website, to provide information to students and families, in an effort to dispel stigma surrounding areas of and spectrum	Robin Desmond	RTM - Refer to 10.18.23 SC mtg	Y



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		within mental health, while ensuring access to services.			
10/4/2023	Dominik Lay	After Dark Program Ask the superintendent to provide a report on the After Dark Program	Robin Desmond	RTM - Refer to 10.18.23 SC mtg	Y



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Office of Operations - Chief Operating Office

Date of Motion	Motioned By	Motion	Cabinet member	Response or Expected Completion	Completed (Y/N)
7/13/2022	Jackie Doherty	Updates on LHS Construction Project Request the Superintendent provide the Committee with monthly (or more frequent as needed) updates on the status of the LHS construction project.	Jim Hall	Ongoing. 5 RTM presented on 10/19/22, 1/18/23, 2/15/23, 6/21/23, 11/15/23	N
8/10/2022	Stacey Thompson & Dominik Lay	Diversity Hiring Gains Request Superintendent to provide the following report, listed by school, to the School Committee twice yearly: in first meeting of March and November. In an effort to keep track of the diversity hiring gains, as they pertain to racial/ethnic and cultural diversity. 1. The total of teachers per race/ethnicity-by school 2. The total of paraprofessionals per race/ethnicity 3. A chart/configuration of percentage change. In addition, a once or twice yearly presentation by the district HR department on strategies, successes and misses.	Jim Hall	To be presented 11/15/2023	
9/21/2022	Eileen DelRossi	Compressor @ McAuliffe Request Superintendent to specifically provide a status report on the progress of the ordering status of the compressor at the McAuliffe School.	Jim Hall	DPW reported on 1/4/23 that part is not available. 11/9/23- 1 of 2 AC compressors was worked on to the point that it's working, but at about 50 percent. Turned off at night to prevent the system from freezing up.	Y



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10/19/2022	Stacey Thompson	<p>Hiring Process Feedback</p> <p>Request for the current methodology for retrieving incremental and ongoing knowledge/feedback regarding employment satisfaction or suggestions from all district employees, to be used as a strategic tool for this committee to consider potential trainings, supports and to share with HR to utilize with their hiring process.</p> <p>Amendment: Ms. Doherty made a friendly amendment with no objection from the maker of the motion to include quarterly reports on types of complaints and nature of the investigations without employee names and any lawsuits, claim letters and MCAD filings.</p>	Jim Hall	RTM - Refer to 01.18.23 SC mtg; 11/15/23 mtg	
1/4/2023	Jackie Doherty & Connie Martin	<p>Authority to Remove Motions</p> <p>Request the City Law Office provide the committee with a report that cites when the Mayor, the Superintendent, or anyone has the authority to remove a member's motion from the School Committee Agenda prior to public notice and discussion of said motion.</p>	Jim Hall	Motion relayed to Law Department for response	N
3/15/2023	Eileen DelRossi	<p>New LHS fresh & Air Intake</p> <p>Request the Superintendent to report on whether or not the new high school complex will have fresh air intake.</p>	Jim Hall	RTM to be presented 11/15/23	
3/15/2023	Stacey Thompson	<p>New School Projects</p> <p>Motion to have the Superintendent provide a comprehensive report on measures that have been taken to implement energy efficient, environmentally sound/conscious apparatus, devices and materials for our new school projects to include the high school, as well as, all the schools slated for needed upgrades or updates.</p>	Jim Hall	RTM to be presented 11/15/23	



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4/5/2023	Jackie Doherty	Free Feminine Hygiene Products Request the Superintendent provide the committee with a plan to provide free feminine hygiene products in the girls' restrooms at Lowell High School and all middle schools beginning in the fall of 2023. The plan should provide for products that are of good quality, and varied types and sizes; containers to house the products that can be installed in the restrooms and replenished as needed; as well as disposal containers for used products.	Jim Hall	RTM 6/21/23	Y
4/5/2023	Susie Chhoun	Playgrounds and Play Structures Request the Superintendent to look into the safety of playgrounds and play structures. Amendment: To include the cleanness of all basketball, tennis courts and playgrounds throughout the City.	Jim Hall	RTM expected 12/6/23	N
5/3/2023	Eileen DelRossi	Middle School Bathrooms Request the Superintendent to work with the facilities department to assure all middle school bathrooms stall doors are secured, installed, and any type of negative graffiti is removed so that all students feel secure going to the bathroom.	Jim Hall	RTM to be presented 11/15/23	
5/3/2023	Susie Chhoun	Leaks at the Freshman Academy Request the Superintendent to take a look at the freshman academy and determine what needs to be fixed in order to prevent further leaks onto the hallway floor.	Jim Hall	RTM to be presented 11/15/23	



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5/17/2023	Jackie Doherty	Facility Improvements, Costs and Timelines Request the Superintendent provide the Committee with a report in June that outlines facility improvements, costs, and timelines targeted to those schools most in need of repairs to support fair and adequate learning environments across the district. Priority schools include, but are not limited to, the Career Academy and the Bartlett Community Partnership School. For the Career Academy, the immediate concerns are to install the grant funded \$25k in culinary equipment that has been in storage for six years, to upgrade bathrooms, and to provide for an outdoor physical activity space such as basketball. The Bartlett Community Partnership School also requires significant bathroom upgrades, replacement of lockers and missing ceiling/floor tiles throughout the school, as well as an immediate need for a temporary wheelchair ramp while waiting for a permanent one.	Jim Hall	RTM 6/21/23	Y
8/16/2023	Eileen DelRossi	Action Plan on Student Litigation Request Superintendent to report on the number of cases of student litigation in terms of staff on student cases so that we can get put a corrective action plan together and reduce litigation.	Jim Hall	RTM expected 12/6/23 after supplemental info provided by Solicitor	N
8/16/2023	Connie Martin	Remote Work/Hybrid Policy Request the Administration develop a proposed Remote Work/Hybrid schedule policy to be presented to the Policy Subcommittee.	Jim Hall	Expected response 12/6/23	N
9/6/2023	Dominik Lay	Mold Issues at Pawtucketville Memorial School Request the Superintendent to work with the City Manager on an assessment of mold issues at the Pawtucketville Memorial School and report back to the school committee with findings and recommendations.	Jim Hall	RTM - Refer to 9.20.23 SC mtg	Y
9/6/2023	Eileen DelRossi	Blue Ribbon Committee Request timeline to create a blue ribbon committee as well as identify timeline, and resources needed to find a permanent superintendent.	Jim Hall	Refer to HR & Labor Relations Subcommittee. First subcommittee meeting held; follow-up meeting scheduled for 11/14/23	N



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9/6/2023	Eileen DelRossi	Report on Facilities Work from 2022-2023 Request interim superintendent to report on all school building facilities work that has been completed for each school in the district from fiscal year 2022 and 2023 to date.	Jim Hall	RTM to be presented 11/15/2023	
9/6/2023	Jackie Doherty	Hiring of Emergency/Temporary Licenses Beginning with this fiscal year (July 1, 2023), request the Superintendent provide the committee with ongoing updates with explanations re positions being filled with people who have emergency or temporary licenses rather than the full license required in the job description.	Jim Hall	Responded on 9/20/23 SC mtg. Next update expected January 2024.	N
9/6/2023	Stacey Thompson	Air Quality Tests at Pawtucketville Memorial Request to have ongoing, monthly air quality tests at the Pawtucketville Memorial, with immediate public release of information to ensure the safety and respect of all staff, students, parents and stakeholders	Jim Hall	RTM - Refer to 9/20/23 SC mtg; testing occurred on 11/2/23 during school day; results should be available by 11/12/23	N
9/6/2023	Stacey Thompson	Status of All Roofs Request to have a comprehensive report from facilities regarding the current status of all roofs in the district, and what work is already planned, and the dates that work plans to be executed ahead of the winter season.	Jim Hall	RTM to be presented 11/15/23	
10/4/2023	Mayor Sokhary Chau	School Lunch Request the interim superintendent report on the quality and quantity of lunch offerings for students. Information on how student satisfaction with lunches is monitored should be included, as well as information on how different tastes, such preferences for ethnic foods, are accommodated.	Jim Hall	RTM - Refer to 10.18.23 SC mtg	Y
10/4/2023	Eileen DelRossi	Transportation Update Request the superintendent to continuously update the community as to the state of transportation in the district, so that no family/student is left without a bus and assure there is a plan in regards to substitute transportation.	Jim Hall	RTM- refer to 11.1.23 SC meeting	Y



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10/4/2023	Stacey Thompson	LHS Bathrooms Motion to receive definitive information regarding the status of the hiring process at the high school, specifically to address student inability to use/access bathrooms on each floor.	Jim Hall	RTM presented 10/18, sent back for more info. RTM presented 11/1, sent back for more info specifically how many additional staff would be required to safely open all bathrooms	N
10/18/2023	Eileen DelRossi	Transportation Communication Request interim superintendent to report on where the district stands with communication to parents in terms of transportation cancellation and delays.	Jim Hall	RTM - Refer to 11.1.23 SC mtg	Y
10/18/2023	Eileen DelRossi	Interview Process for Transportation Head Request interim superintendent to organize a search committee to begin the interview process for a new transportation department head as well any other department heads within the school district that we know will be retiring in the near future.	Jim Hall	RTM - Refer to 11.1.23 SC mtg	Y
10/18/2023	Eileen DelRossi	Handicap Parking at McAuliffe School Request interim superintendent to work with the proper department to highlight the white lines for handicap parking, as well as, remove the overgrowth of trees covering the handicap sign at the McAuliffe School.	Jim Hall	RTM presented on 11.1.23. Ms. DelRossi seeking additional work on handicap parking on the left hand side.	N
10/18/2023	Eileen DelRossi	Facilities of School Buildings Request interim superintendent to provide the committee with a current status in terms of facilities of all school buildings in Lowell.	Jim Hall	RTM to be presented 11/15/23	
11/1/2023	Susie Chhoun	Reilly Elementary Request an update on the play structures at the Reilly Elementary School.	Jim Hall	RTM to be presented 11/15/23	
11/1/2023	Susie Chhoun	Leaking Issue at Freshman Academy Request the superintendent to update on the leaking issue at the Freshman Academy.	Jim Hall	RTM to be presented 11/15/23	



REPORT ON STATUS OF OUTSTANDING MOTIONS

City Council Motions

Date of Motion	Motioned By	Motion	Cabinet member	Response or Expected Completion	Completed (Y/N)
1/19/2022	Eileen DelRossi	Maintenance and Repair Expenditures Request superintendent provides the school committee with a detailed list of all expenditures related to school building maintenance and repairs for fiscal year 2022.	Mayor	Motion sent to Mayor on 1/25/22. Referred to a joint facilities subcommittee. Ongoing.	N
3/1/2023	Connie Martin	Naming Opportunities for LHS Request that the Mayor re-convene the Ad Hoc Naming Subcommittee to begin the process of accepting community recommendations for naming opportunities at Lowell High School and any other school facilities as appropriate.	Mayor	Emailed to Mayor on 3/8/22	N
3/16/2022	Stacey Thompson	Signage at School Playgrounds and City Parks Motion to open dialogue with City Council in their effort to design and install signage at school playgrounds and city parks to provide for equitable experiences for neuro-diverse and nonverbal youth.	Mayor	Emailed to Mayor on 3/31/22	N